

Fanshawe College

## FIRST: Fanshawe Innovation, Research, Scholarship, Teaching

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Documentation (Approvals etc...)

Retirement Residence Management

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2018

### RRM1 Curriculum Modification for 2019-20

Fanshawe College

Follow this and additional works at: [https://first.fanshawec.ca/cae\\_communitystudies\\_retirementresmanagement\\_documentation](https://first.fanshawec.ca/cae_communitystudies_retirementresmanagement_documentation)

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# CURRICULUM MODIFICATION REQUEST FORM

## COURSE OR PROGRAM CURRICULUM "RATIONALE FOR CHANGE"

### Program Requiring Changes

Program Title: Retirement Residence Management		
Program Number: RRM1	Date Submitted: 11/16/2018	
Dean responsible for program: Mary Pierce	Chair: James Smith	
Credential Provided: <input type="checkbox"/> Declaration of Academic Achievement <input type="checkbox"/> Local Certificate <input type="checkbox"/> Ontario College Certificate <input type="checkbox"/> Diploma <input type="checkbox"/> Advanced Diploma <input checked="" type="checkbox"/> Grad Certificate <input type="checkbox"/> Degree <input type="checkbox"/> Apprenticeship		
Program Intakes: <input checked="" type="checkbox"/> F <input checked="" type="checkbox"/> W <input checked="" type="checkbox"/> S   Other:	Catalogue Year(s) Impacted: 2019/20 ✓	
Residency Requirement: <input checked="" type="checkbox"/> Met or <input type="checkbox"/> Not Met	Date of Last Program Review: Click here to enter a date. →	
<i>I have read the reasons for the change and...</i>		<i>Signature and date</i>
Dean of Faculty (Lead program):	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	<i>MJP Nov 20/18</i>
Dean of Faculty (Affiliate program-impacted by change):	<input type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	
Dean of Faculty (Affiliate program-impacted by change):	<input type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	
Senior Vice President Academic (required for major changes and late DAs):	<input type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	
Director, Centre for Academic Excellence:	<input checked="" type="checkbox"/> Supports <input type="checkbox"/> Does Not Support	<i>L. Morrissey</i>
Office of the Registrar:	<input checked="" type="checkbox"/> Supports <input type="checkbox"/> Does Not Support	<i>Amber Howard Dec. 14/18</i>
Notes: • program hours remain high for grad cert. - over by 110 hrs. • mapping complete (but 3 outcomes addressed only at 'I' level)		

1.1 11

*Please answer each of the questions below, if applicable. Missing or incomplete information may delay review of the proposed changes.*

- 1.0 Describe proposed change(s). Complete Appendix A (if necessary) and amend SDAR (Refer to Appendix C).

Removing level 1 & 2 and combining to Year 1. We offer a multiple intakes and combine course offering to maximize efficiency of teaching. To do this need the course listed by year. ✓

2.0 Reason/Rationale for Changes

- 2.1 The reason for the change is based on:

- ☐ A recent program review
- ☐ Program Advisory Committee feedback
- ☐ Student feedback
- ☐ KPI results
- ☐ Accreditation or other regulatory requirements
- ☐ Shared curriculum
- ☐ Trends in the field/industry
- ☒ Other (please describe): Efficient teaching offerings. ✓

- 2.2 Does the change support the College's Strategic Framework (mission, vision, values)?

- ☒ Yes
- ☐ No (If no, please explain)

- 2.3 What strategic goal(s) does the proposed change support?

- ☒ Goal 1 - Enhance innovative practices for exceptional student learning
- ☒ Goal 2 - Manage enrolment growth
- ☒ Goal 3 - Optimize use of resources ✓
- ☐ Goal 4 - Build sustainable sources of alternative revenue

3.0 Students

- 3.1 Will the change affect the cost of the program for students?

- ☐ Yes
- ☒ No

- 3.2 If yes, there will be an additional cost for:

- ☐ Materials (Include details):

- ☐ Equipment (Include details):
- ☐ Other (Please describe):

#### 4.0 Program Learning Outcomes

4.1 Will the proposed change meet the Program Vocational Learning Outcomes? (Complete Appendix B and mark the changes in the mapping [e.g. red font])

- ☐ Yes
- ☒ No

4.2 Are there any implications related to progression because of pre-requisite courses (and/or co-requisite courses)?

- ☒ No
- ☐ Yes (If yes, please explain)

#### 5.0 Relationships with Other Programs

5.1 Are any of the courses impacted by the change provided by another School (e.g., SLLS, LKSB) and/or delivered at another campus?

- ☒ No
- ☐ Yes

5.2 What Schools/Campuses will be impacted by the proposed change?

- ☐ Lawrence Kinlin School of Business
- ☒ School of Information Technology
- ☐ School of Tourism, Hospitality and Culinary Arts
- ☐ School of Community Studies
- ☐ School of Health Sciences
- ☐ School of Nursing
- ☐ School of Public Safety
- ☐ School of Contemporary Media
- ☐ School of Design
- ☐ School Digital and Performing Arts
- ☐ School of Language and Liberal Studies
- ☐ Donald J. Smith School of Building Technology
- ☐ Norton Wolf School of Aviation Technology
- ☐ School of Applied Sciences and Technology
- ☐ School of Transportation Technology and Apprenticeship
- ☐ Continuing Education
- ☐ Simcoe/Norfolk Regional Campus
- ☐ St Thomas/Elgin Regional Campus
- ☐ Woodstock/Oxford Regional Campus
- ☐ Huron/Bruce Regional Sites



- 5.3 Will the change affect pathway agreements (e.g., bridging, articulations, laddering, advanced standing) with other Fanshawe program(s) and/or other institution(s)?  
(Refer to the pathway agreements listed here: <http://transferagreements.fanshawec.ca/>)

☒ No  
☐ Yes (If yes, indicate when you will notify the other Fanshawe program(s) and/or other institution(s) and the Pathways Coordinator in the Centre for Academic Excellence of the change)

- 5.4 If this program is a Co-Operative Education program, will the proposed change impact Co-op?

☒ No  
☐ Yes (If yes, consult with the Co-op office prior to submission)

## 6.0 Resource Implications of Proposed Changes

- 6.1 Will the proposed change have staffing implications?

☒ No  
☐ Yes (If yes, please explain)

- 6.2 Will the proposed change impact any of the Enabling areas?

☒ No  
☐ Yes (If yes, please explain)

- 6.3 Will the proposed change affect space and/or technology requirements?

☒ No  
☐ Yes (If yes, please explain)

## 7.0 General College Requirements

- 7.1 Are changes consistent with Colleges policies?

☒ Yes  
☐ No (If no, please explain)

- 7.2 Will the program meet the General Education requirements (Policy A126) as listed below?

☐ No  
☒ Yes

<b>Local Certificate, Ontario College Certificate and Graduate Certificate</b> - none required)	<b>Diploma</b> - 3 required (minimum of 1 must be an elective)	<b>Advanced Diploma</b> - 4 required (minimum of 2 must be electives)
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7.3 Will the program have 25% distinct curriculum to meet the Residency Requirement of 25% credit units? Consider all pathway agreements (e.g., bridging, internal articulations, laddering, advanced standing) with other Fanshawe programs and/or other institutions.

- ☐ No  
☒ Yes

**Note:** In accordance with POLICY NUMBER: A122 Graduation from Approved College Programs

...to be eligible for any College Credential a student must be enrolled and complete at least 25% of that program's credit units at Fanshawe College, unless stipulated differently by other approving bodies such as the Postsecondary Education Quality Assessment Board (PEQAB).

7.4 Indicate:

- i) Total program hours before proposed change: 810  
ii) Total program hours after proposed change: 810  
iii) Level(s) in which the proposed change(s) occurs: levels 1 & 2

✓ No change.

7.4.1 Are the total program hours consistent with the requirements as listed below?

- ☒ Yes  
☐ No (If no, please explain)

<b>Local Certificate</b> - 300 hours	<b>Ontario College Certificate</b> - 600 hours
<b>Diploma</b> - 1200 to 1400 hours	<b>Advanced Diploma</b> - 1800 to 2100 hours
<b>Graduate Certificate</b> - 600 hours	

**APPENDIX A: PROPOSED CURRICULUM MODIFICATION**

Course Code	Existing DA Courses	Total Hours	Total Credits	Describe proposed changes	Course Code	Proposed DA Courses	Total Hours	Total Credits
Level 1								
MGMT-6073	Leadership	45	3		MGMT-6073	Leadership	45	3
MGMT-6109	Employee Relations	60	4		MGMT-6109	Employee Relations	60	4
NUTR-6002	Geriatric Nutrition	60	4		NUTR-6002	Geriatric Nutrition	60	4
GERI-6023	Social Gerontology	45	3		GERI-6023	Social Gerontology	45	3
ENVR-6002	Environmental Services	45	3		ENVR-6002	Environmental Services	45	3
RECN-6002	Recreation & Leisure for Retirement	45	3		RECN-6002	Recreation & Leisure for Retirement	45	3
MGMT-6076	Mentorship 1	105	3.4		MGMT-6076	Mentorship 1	105	3.4
				add	MKTG-6026	Marketing Retirement	45	3
					HOSP-6003	Hospitality Operations	45	3
					FINA-6024	Financial Mgmt for Retirement	60	4
					COMM-6037	Workplace Communications	45	3
					LAWS-6040	Legislation for Retirement	45	3
					MGMT-6074	Independent Work Study	60	4
					MGMT-6077	Mentorship 2	105	3.4
TOTAL		405	23.4	TOTAL			810	46.8
Level 2								
MKTG-6026	Marketing Retirement	45	3					
HOSP-6003	Hospitality Operations	45	3					
FINA-6024	Financial Mgmt for Retirement	60	4					
COMM-6037	Workplace Communications	45	3					
LAWS-6040	Legislation for Retirement	45	3					
MGMT-6074	Independent Work Study	60	4					
MGMT-6077	Mentorship 2	105	3.4					
TOTAL		405	23.4	TOTAL			0	0
Level 3								



APPENDIX A: PROPOSED CURRICULUM MODIFICATION

TOTAL		0	0	TOTAL			0	0
Level 4								
TOTAL		0	0	TOTAL			0	0
Level 5								
TOTAL		0	0	TOTAL			0	0
Level 6								
TOTAL		0	0	TOTAL			0	0

PROGRAM TOTAL 810 46.8

PROGRAM TOTAL 810 46.8





# COMMS - Vocational Learning Outcomes by Program, Level and Course

**Program Name:** Retirement Residence Management  
**Program Code:** RRM1 (RRM1-THS-20189)  
**Academic Year:** 2018-2019  
**Date Generated:** 11/17/2018 1:58:11 PM  
**Only Display Core Courses:** ☒

- no change to mapping  
 - 3 outcomes not addressed beyond "I" level

Level 1										
Course Number	Course Name	1	2	3	4	5	6	7	8	9
ENVR-6002	Environmental Services	B	B		B				B	
GERI-6023	Social Gerontology	I					B			I
MGMT-6073	Leadership	C					I		I	B
MGMT-6076	Mentorship 1	B	B	B	A	B	B	B	B	B
MGMT-6109	Employee Relations	B			I	C			I	I
NUTR-6002	Geriatric Nutrition						BC	IBC		
RECN-6002	Rec. & Leisure for Retirement						B			B
SFTY-1067	Food Safe/Smartserve/First Aid				I					
Level 2										
Course Number	Course Name	1	2	3	4	5	6	7	8	9
COMM-6037	Workplace Communications	B	C		C				C	C
FINA-6024	Financial Mgmt for Retirement	I	I		I					
HOSP-6003	Hospitality Operations						B		B	C
LAWS-6040	Legislation for Retirement	I			I	B	B		B	
MGMT-6074	Independent Work Study	I					I		B	
MGMT-6077	Mentorship 2	B	I	I	I		I		I	B

MKTG-6026	Marketing for Retirement	I		B			I		I	I
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## Vocational Learning Outcomes

1	Plan and implement operational strategies and collaborative leadership practices in the Retirement Communities sector.
2	Analyze, forecast, and budget revenue and expense targets and recommend effective strategies for the organization.
3	Develop and promote marketing strategies that attract and retain suitable seniors to retirement communities.
4	Design and implement operational procedures for a retirement facility to meet association standards.
5	Establish a human resource management framework utilizing culturally appropriate methods and strategies to enhance employee and management relations.
6	Identify and help meet the psychological, physiological, social and spiritual needs of seniors.
7	Assess, plan, and implement proper nutrition standards for clients.
8	Incorporate various principles, theoretical frameworks, and methods into practice in retirement communities' facilities.
9	Communicate effectively in a caring environment that includes people of diverse backgrounds.

## COMMS - Essential Employability Skills by Program, Level and Course

Program Name: Retirement Residence Management

Program Code: RRM1 (RRM1-THS-20189)

Academic Year: 2018-2019

Date Generated: 11/17/2018 1:58:41 PM

Level 1												
Course Number	Course Name	1	2	3	4	5	6	7	8	9	10	11
ENVR-6002	Environmental Services	X	X	X	X	X	X	X	X		X	X
GERI-6023	Social Gerontology	X	X				X	X			X	X
MGMT-6073	Leadership	X			X	X	X		X	X	X	X
MGMT-6076	Mentorship 1	X	X				X	X		X	X	
MGMT-6109	Employee Relations	X	X		X	X			X		X	X
NUTR-6002	Geriatric Nutrition	X	X	X			X	X	X	X	X	X
REC-6002	Rec. & Leisure for Retirement	X	X			X	X	X	X		X	X

[illegible]

# Essential Employability Skills

1	Communicate clearly, concisely and correctly in the written, spoken and visual form that fulfills the purpose and meets the needs of the audience.
2	Respond to written, spoken or visual messages in a manner that ensures effective communication.
3	Execute mathematical operations accurately.
4	Apply a systematic approach to solve problems.
5	Use a variety of thinking skills to anticipate and solve problems.
6	Locate, select, organize and document information using appropriate technology and information systems.
7	Analyze, evaluate and apply relevant information from a variety of sources.
8	Show respect for diverse opinions, values, belief systems and contributions of others.
9	Interact with others in groups or teams in ways that contribute to effective working relationships and the achievement of goals.
10	Manage the use of time and other resources to complete projects.
11	Take responsibility for one's own actions, decisions and consequences.

## Degree Audit Report

Catalog: 2019/2020 ✓

Program: RRM1

Name: Retirement Residence Management

Department: THS - Tourism, Hospitality &amp; Cul.

Academic Level: PS

CCD: 7 - 2AcadSem/600-700 hrs

Credential: Ontario College Graduate Cert

Grade Scheme: LG2

Major: RRM1 - Retirement Residence Mgmt

Div: THS - Tourism, Hospitality &amp; Culinary Arts

Co-Op Indicator: N/A

## Academic Program Requirement

Total Credits: 47.80

Residency Reqmt: 12.00

GPA Requirement: 2.00

Residency Reqmt GPA: 2.00

Minimum Grade: D

## Academic Requirement: RRM1.19 Retirement Residence Management

Major: RRM1

Grade Scheme: LG2

Minimum GPA: 2.00

Minimum Grade:

## Subrequirement: Level 1

Take all of the following Mandatory Courses:

		Total Hours	Total Credits	GE
SFTY-1067	Food Safety, Smart Serve & First Aid	15.00	1.00	
MGMT-6073	Leadership	45.00	3.00	
MGMT-6109	Employee Relations	60.00	4.00	
NUTR-6002	Geriatric Nutrition	60.00	4.00	
GERI-6023	Social Gerontology	45.00	3.00	
ENVR-6002	Environmental Services	45.00	3.00	
RECN-6002	Recreation & Leisure for Retirement	45.00	3.00	
MGMT-6076	Mentorship 1	105.00	3.40	

## Subrequirement: Level 2

Take all of the following Mandatory Courses:

		Total Hours	Total Credits	GE
MKTG-6026	Marketing for Retirement	45.00	3.00	
HOSP-6003	Hospitality Operations	45.00	3.00	
FINA-6024	Financial Mgmt for Retirement	60.00	4.00	
COMM-6037	Workplace Communications	45.00	3.00	
LAWS-6040	Legislation for Retirement	45.00	3.00	
MGMT-6074	Independent Work Study	60.00	4.00	
MGMT-6077	Mentorship 2	105.00	3.40	

## Subrequirement: Program Residency

Students must complete a minimum of 12 credits in this program at Fanshawe College to meet the Program Residency requirement and graduate from this program

Approved By Chair/Manager:

STHCA NOV 20 2018

Department and Date:

Nov 30/18

JDM  
Jan 21/19